

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING RECAP
APRIL 5, 2010**

DIRECTORS PRESENT

Ed Mandich, Committee Chair
Mike Safranski, Committee Member

STAFF PRESENT

Don Chadd, General Manager
Teresa Teichman, Board Secretary
Michael Perea, Special Projects Manager

PUBLIC PRESENT

No members of the public were present.

CALL MEETING TO ORDER

Committee Chair Mandich called the April 5, 2010 Executive Committee Meeting to order at 7:05 a.m.

VISITOR PARTICIPATION

Public comments were announced. No comments were received.

ORAL COMMUNICATION

Oral communication was announced. No comments were received.

COMMITTEE MEMBER COMMENTS

Committee Member Safranski provided information he received regarding the El Toro Water Districts 50 Year Celebration. Mr. Safranski also shared letters he received requesting support of re-election candidates to the LAFCO Special Districts seats.

EXECUTIVE COMMITTEE MEETING RECAP
APRIL 5, 2010
PAGE 2

Committee Chair Mandich stated he has completed sod removal at his residence and is re-landscaping with a drought tolerant, California Friendly theme.

REPORT FROM THE GENERAL MANAGER

Mr. Don Chadd, General Manager, provided information relating to protocol field staff follows after an earthquake to assess any possible damage to any of TCWD's facilities or infrastructure.

BOARD AGENDA MATTERS

ITEM NO. 1) EXECUTIVE COMMITTEE MEETING RECAP

The February 1, 2010 Executive Committee Meeting Recap was presented to the Committee.

Executive Committee Recommended Action: Receive and file the February 1, 2010 Executive Committee Recap. (Consent Calendar).

ITEM NO. 2) DISCUSSION RELATING TO PENDING/FUTURE BOARD AGENDA TOPICS

Mr. Chadd discussed topics for future Board meeting for the months April through June. The Committee and staff discussed the topics. TCWD's Annual Open House will be Held on Saturday, May 1, 2010 from 10:00 a.m. to 2:00 p.m. A district tour for Board members will be scheduled for spring or early summer.

DISCUSSION MATTERS

ITEM NO. 3) DISCUSSION RELATING TO ACTIVITIES FOR WATER AWARENESS MONTH

Mr. Michael Perea, Special Projects Manager discussed plans for TCWD's annual Open House to be held on May 1, 2010 at the Administration Facility.

ITEM NO. 4) DISCUSSION RELATING TO CALIFORNIA DROUGHT AND WATER CONSERVATION EFFORTS

Mr. Chadd briefly discussed this matter.

EXECUTIVE COMMITTEE MEETING RECAP
APRIL 5, 2010
PAGE 3

**ITEM NO. 5) REVIEW STATUS OF EXISTING CONTRACTS FOR
PROFESSIONAL SERVICES**

A brief discussion took place concerning the service contracts. Mr. Chadd discussed the recent interruption of service to TCWD's AS400 System which has since been resolved.

LEGISLATIVE MATTERS

**ITEM NO. 6) REVIEW OF LOCAL GOVERNMENTAL AND LEGISLATIVE
INFORMATIONAL ITEMS**

Discussion took place concerning the Municipal Water District of Orange County (MWDOC) governance issues.

OTHER MATTERS

**ITEM NO. 7) REPORT OR COMMENTS FROM THE GENERAL MANAGER
AND/OR STAFF**

Mr. Chadd confirmed all form 700's have been sent out as required. Mr. Chadd relayed that him and staff met with Cal-Bank last week. Mr. Chadd advised the Committee that effective April 1, 2010 staff now hand scans in and out each day for payroll purposes instead of time clocks. Mr. Chadd also noted payroll periods remain the same, however; pay days now occur the 5th and 20th of each month. The changes in payroll procedures will reduce the margin for errors and reduce staff time in timecard preparation.

ADJOURNMENT

Committee Chair Mandich adjourned the April 5, 2010 Executive Committee Meeting at 7:54 a.m.